

MINUTES

Capital Projects Committee – Rock Harbor

Meeting: Monday, June 7, 2021, 11:00 AM

Location: Earle Mountain Meeting Room – *Remote Participation Only*

Present: Jacqui Beebe; Tom Gardner; Jared Collins

Also Present: Shana Brogan, Project and Procurement Director; Silvio Genao, DPW Superintendent; Kuth Ranieri Architects – Liz Ranieri, Rob Marcalow, Eliza Koshland

Jacqui Beebe called the meeting to order at 11:00 AM

Part I: Harbormaster Building & Site Improvements (with Kuth Ranieri Architects)

Permitting Updates

Jacqui Beebe confirmed that we are working on 2 regulatory permits – Conservation (June 8, 2021) and Board of Health (June 24, 2021). The project is going back to the Board of Health as we moved the project to the north and therefore moved the Septic System.

Project Updates

Liz Ranieri and Rob Marcalow provided the following updates:

- Documentation on construction plans at 25% will be done on June 14, 2021
- The final package will be submitted in August 2021
- Permit submittal will be July 2, 2021
- Bid process will be in September 2021

Budget and Timeline Review

Rob Marcalow provided the following update:

- Worked with CHA and clarified points for the budget:
 - Site work and building - \$991,601
 - Total Estimated Construction Cost - \$1,214,601
- And this is despite current increased costs for materials
- Grant has been submitted and we should hear in August 2021

Other Business

Jacqui Beebe noted the following:

- Will plan a meeting regarding parking and parking issues and will include the state
- Asking staff to take pictures of parking for this year so that we can clarify parking needs
- Will look at the southern parking area so that we are prepared to meet with Conservation to permit if needed
- Would like to staff the booth for the summer season for parking in this area
- Cameras will be installed

Jacqui has also contacted the Planning Board to discuss the process for future projects that the Town works on. And also suggested that we may want to have a representative from the Planning Board on the new CPC committee that will be formed once the Charter Review updates have been approved by the Attorney General based on approval by the Town at the Annual Town Meeting on September 26, 2020.

Mrs. Tapscott asked the following questions:

- She would like a copy of the Seaport Grant Application – Shana will send it to her
- She would like a copy of the project timeline – Shana will send it to her
- Have we done a traffic study on Dyer Prince Road or when will it be scheduled? Silvio Genao advised that the Board of Highway Surveyors has agreed that a study should be done and they will be scheduling it soon.
- Have we looked at the concern about the slope of the ramp? Can the ramp be lengthen? Shana, Jacqui and Silvio confirmed that Foth Engineering have said no based on the regulations and that the Town has been looking for alternatives without success as of yet.

Next Steps

Next meetings will be:

- June 28, 2021
- July 26, 2021
- August 23, 2021

ADMINISTRATIVE MATTERS

Approve Minutes

1. May 10, 2021

Tom Gardner made a motion to approve the minutes of May 10, 2021

Jacqui Beebe seconded the motion

ROLL CALL VOTE: Jared Collins, Yes; Tom Gardner, Yes; Jacqui Beebe, Yes

ADJOURNMENT

Tom Gardner made a motion to adjourn at 11:33 PM

Jacqui Beebe seconded the motion

ROLL CALL VOTE: Jared Collins, Yes; Tom Gardner, Yes; Jacqui Beebe, Yes

Respectfully submitted,



Laurie Gillespie-Lee